

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
Tuesday, June 18, 2013**

Present: Commissioner President Francis Jack Russell
Commissioner Lawrence D. Jarboe
Commissioner Todd B. Morgan
Commissioner Cynthia L. Jones
Commissioner Daniel L. Morris
Dr. Rebecca Bridgett, County Administrator
Sharon Ferris (Recorder)

CALL TO ORDER

Commissioner President Russell called the business meeting to order at 9:00 am in the Chesapeake Building meeting room, Governmental Center.

APPROVAL OF MINUTES

Commissioner Jones moved, seconded by Commissioner Morgan, to approve the minutes of June 11, 2013, as amended. Motion carried 5-0.

ST. MARY'S COUNTY SAFETY COMMITTEE: EMPLOYEE SAFETY MATTERS AWARD

Present: Patricia Stiegman, Safety Committee Chair (Finance Dept.)
Peter Lambert, Safety Committee Co-chair (Sheriff's Office)

The "Safety Matters" award honors and recognizes an employee who consistently demonstrates involvement in creating and maintaining safety at work for themselves and for their co-workers. Certificates were presented to the following nominees:

William Harris, Dept. of Recreation and Parks/Museum Division/Boat Captain
Kenny Southoron, Dept. of Recreation and Parks/Coordinator
Kimberly Hicks, Dept. of Public Works and Transportation/Mail Clerk
Rocky Binger, Department of Emergency Services and Technology/Help Desk Tech
William Smith, Jr., Dept. of Emergency Services and Technology/Recruitment
& Retention Coordinator

The recipient of the FY2013 Safety Matters award was presented to William Harris.

COUNTY ADMINISTRATOR

1. Draft Agenda for June 25, 2013. There will be no meeting on July 2 or July 9, 2013.
2. **Department of Aging and Human Services** (*Lori Jennings-Harris, Director; Cynthia Brown, Division Manager; Matthew Reisdorph, Substance Abuse Prevention and Treatment Coordinator*)

Commissioner Jones moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the Memorandum of Understanding agreement Modification between the County and the Maryland Alcohol and Drug Abuse Administration on behalf of the Department of Aging and Human Services for Substance Abuse Prevention, Intervention and Treatment Services, Projects MD1459, 1497, 1489, 1498, US1423, 1424 & 1455, increasing the amount of \$3,750,479 to extend the current MOU to June 30, 2014. Motion carried 5-0.

Commissioner Morgan moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute:

(1) the FY 2014 Alcohol and Drug Abuse Administration Grant Narratives and budget award documents related to Projects MD1459, 1497, 1489, 1498, US1423, 1424 and 1455, from the Maryland Alcohol and Drug Abuse Administration on behalf of the Department of Aging and Human Services for Substance Abuse Prevention and Treatments Services in the amount of \$3,750,479;

(2) the related budget amendments to bring the project budgets in accordance with award; and,

(3) three related Sub-recipient Agreements between the County and Walden Sierra, Inc. Motion carried 5-0.

3. **Department of Recreation and Parks** (*Brian Loewe, Director; David Guyther, Parks Manager*)

Commissioner Morris moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the FY14 Waterway Improvement Program Application and Project Agreement for the Sanitary Services Contract, Project MD1407, in the total amount of \$20,000. Motion carried 5-0.

Commissioner Morris moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the FY14 Waterway Improvement Program Application and Project Agreement for the Abandoned Boat and Debris Removal Grant, Project PL1402, in the total amount of \$30,000. Motion carried 5-0.

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the FY14 Waterway Improvement Program Application and Project Agreement for the County-wide Maintenance Grant, Project MD1408, in the total amount of \$10,000. Motion carried 5-0.

Commissioner Morgan moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the FY15 Waterway Improvement Program Application and Project Agreement for the County-wide Maintenance Grant, Project MD1508, in the total amount of \$99,000. Motion carried 5-0.

4. Sheriff's Office (*Brian Eley, Civilian Administrator*)

BA to apply Personal Services Savings to make an additional contribution to the Sheriff's Office Retirement Plan

Commissioner Morris expressed concern with the retention rate of law enforcement officers after the County funds their training. Commissioner Morgan asked Mr. Eley to provide a history of the number of vacancies and retention rate for the past few years. Commissioner Morris indicated his preference to transfer the \$500,000 to the Public Safety fund rather than the Sheriff's Office Retirement Plan. Commissioner Jones asked if she was interpreting correctly that the money would then be set aside for the Board to determine how it will be spent in the event of an unexpected safety event.

Commissioner Morris moved, seconded by Commissioner Morgan seconded for discussion purposes to move the \$500,000 in question and put in the Emergency Services Public Safety Account. Motion failed 1-4. Commissioners Jones, Jarboe, Morgan and Russell voted nay.

Commissioner Jarboe moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the budget amendment realigning \$557,000 in savings in the Sheriff's Office personal services accounts to provide a net additional \$500,000 that will be contributed to the Sheriff's Office Retirement Plan for FY2013. Motion carried 3-2. Commissioner Jones and Morris voted nay.

5. Department of Finance (*Elaine Kramer, CFO*)

Commissioner Jones moved, seconded by Commissioner Morgan, to approve the Sheriff's Office sworn position rank structure as presented; In Law, Deputy First Class cannot exceed 27, Corporal cannot exceed 45, and total Deputies, DFC's and Corporals cannot exceed 107. In Corrections, CFC's cannot exceed 24, Corporal cannot exceed 17, and total CO's, CFC's and Corporals cannot exceed 64. Motion carried 5-0.

Commissioner Morgan moved, seconded by Commissioner Jarboe, (1) to approve and authorize Commissioner President Russell to execute the budget amendment re-aligning \$100,000 from the Emergency Radio Lease Payment account to the BOCC Emergency Appropriation Reserve; and (2) to approve and authorize Commissioner President Russell to execute the budget amendment re-aligning \$750,000 from the BOCC Emergency Appropriation Reserve to the OPEB Trust account, to make an additional contribution to the County's OPEB Trust. Motion carried 5-0.

Commissioner Jones moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the budget amendment reducing the Debt Service Principal and Interest accounts in the General Fund and increasing the BOCC Emergency Reserve, in the amount of \$1,604,851; and to approve and authorize Commissioner President Russell to execute the budget amendment realigning \$1,604,851 from the BOCC Emergency Reserve to the FIN13 Paygo in the Capital Fund. Motion carried 5-0.

6. St. Mary's County Public Schools (*Dr. Michael Martirano, Superintendent of Schools; Gregory Nourse, Assistant Superintendent of Fiscal Services and Human Resources; Brad Clements, Deputy Superintendent of Schools and Operations*)

Commissioner Morgan moved, seconded by Commissioner Jarboe, to approve the following FY 2013 budget actions as submitted and approved by the Board of Education on May 23, 2013: and (1) Revenue and Expenditure increases to the General Fund in the amount of \$2,346,306 to fund the Group Health, Quality Teacher Incentives, Substitute expenditures, and Extra Pay for Extra Duty expenditures; and (2) Categorical expenditure transfer requests in various categories as identified, to balance year-end projected needs, in the amount of \$1,645,491; and (3) Categorical expenditure re-alignment of \$45,770 from Operation of Plant categories as identified, to re-align communication expenditures to be compliant with MSDE reporting; and (4) Revenue and Expenditure increases to the Restricted Fund in the amount of \$103,120, to reflect the award of the Title 1 Focus and the Local Early Childhood Council grants; and, (5) Adjustment of revenue and related expenditures for the Chesapeake Public Charter School fund based on official enrollment calculations, in the amount of \$53,681. Motion carried 5-0.

**ST. MARY'S COUNTY PUBLIC SCHOOLS: REQUEST APPROVAL OF
FY 2014 BOARD OF EDUCATION OPERATING AND CAPITAL BUDGET**

Present: Dr. Michael J. Martirano, Superintendent of Schools
Greg Nourse, Assistant Superintendent of Fiscal Services and Human Resources

Brad Clements, Deputy Superintendent of Schools and Operations

Dr. Martirano provided an overview of the budget approved by the Board of Education on May 23, 2013, and thanked the Commissioners for providing funding 4% above the required maintenance of effort which was applied to salaries. He explained the negotiated agreements with the three unions representing school employees and stated he was pleased with the outcome. Eighty-three to eighty-five percent of the overall BOE budget goes to personnel costs. There will be no furloughs this year and no one will lose their job. There will be step increases. He expressed concern with the unknown myriad of changes that the state is making. The school system is focused on maintaining high standards and meeting the goals set forth to reach the "Race to the Top." Dr. Martirano answered a variety of questions from the Commissioners, including questions about the new recalibrated salary scale, the staffing structure, employee benefits, health care funding, funding of cell phone costs, cost-saving measures being taken, funding for AP testing, internalizing funding for OPEB, the timeline for submitting information to Board of County Commissioners, and whether title changes will take place after the first of July.

Commissioners Morgan, Jones and Morris indicated they needed more time to review the additional budget information that the Commissioners received on Friday and Monday.

Dr. Martirano noted that the school system followed the County's calendar and believes every marker and deadline has been met.

Commissioner Jones moved, seconded by Commissioner Morgan to move this agenda item until next week. Motion carried 3-2. Commissioners Jarboe and Russell voted nay indicating they were ready to vote on budget as proposed.

COMMISSIONER'S TIME

The Commissioners highlighted events of the past week.

Commissioner Jarboe received a call from citizens about a problem with vultures at Abell's Wharf and requested signage be placed reminding fishermen to properly dispose of fish carcasses.

MOTION TO ENTER INTO EXECUTIVE SESSION

Commissioner Morgan moved, seconded by Commissioner Jones, to enter into Executive Sessions for the purpose of discussing litigation matters and property acquisition matter related to the Three Notch Trail. Motion carried 5-0.

EXECUTIVE SESSION

Property Acquisition

Present: Commissioner Francis Jack Russell, President
Commissioner Lawrence D. Jarboe
Commissioner Cynthia L. Jones
Commissioner Todd B. Morgan
Dr. Rebecca Bridgett, County Administrator
George Sparling, County Attorney
Brian, Loewe, Director, Recreation and Parks Department
Kathy Bailey, Executive Coordinator, Recreation and Parks
Donna Gebicke, Administrative Assistant

Absent: Commissioner Daniel L. Morris

Authority: Article 24, Section 4-210(a)11

Time Held: 11:32 am – 11:47 am

Subject: Property Acquisition (related to the Three Notch Trail)

Litigation

Present: Commissioner Francis Jack Russell, President
Commissioner Lawrence D. Jarboe
Commissioner Cynthia L. Jones
Commissioner Todd B. Morgan
Dr. Rebecca Bridgett, County Administrator
George Sparling, County Attorney
Donna Gebicke, Administrative Assistant

Absent: Commissioner Daniel L. Morris

Authority: Article 24, Section 4-210(a)8

Time Held: 11:47 am – 11:52 am

Subject: Litigation

Litigation

Present: Commissioner Francis Jack Russell, President
Commissioner Lawrence D. Jarboe
Commissioner Cynthia L. Jones
Commissioner Todd B. Morgan
Dr. Rebecca Bridgett, County Administrator
George Sparling, County Attorney
Elaine Kramer, CFO
Donna Gebicke, Administrative Assistant

Absent: Commissioner Daniel L. Morris

Authority: Article 24, Section 4-210(a)8

Time Held: 11:53 am – 12:16 pm

Subject: Litigation

ADJOURNMENT

The meeting adjourned at 12:16 pm

Minutes Approved by the Board of County Commissioners on _____

Sharon Ferris, Senior Administrative Coordinator (Recorder)